

**DEVELOPMENT REVIEW COMMITTEE
MEETING MINUTES
September 21, 2005**

DRC Members present: David McDevitt, Development Services Director
Tony Park, Public Works Director
Roxanne Manning, TLCPD Land Use Manager

Meeting was called to order by David McDevitt at 10:05am.

OLD BUSINESS: Bradfordville Commercial Center (fka Fregley Property) Type "B" Site and Development Plan (Continued from September 7, 2005 meeting):

Ryan Culpepper, Planner II, gave the overview of this project. The proposal is for a major modification to the previously approved 6,000 square foot commercial building to construct a two-story, 12,340 gross square foot building that will contain approximately 10,000 square feet of leasable area. The applicant also proposes to construct associated parking areas and stormwater management facilities, and to connect to Old Bradfordville Road and Thomasville Road. Electric and water service will be provided by Talquin Electric Cooperative. The City of Tallahassee Central Sewer will be utilized for the subject parcel.

Staff recommends approval with the following conditions:

1. The site and development plan shall be revised to convert six compact spaces into regular parking spaces.
2. Obtain approval from Talquin Electric for the appropriate utility plan.
3. Tax receipts from the Tax Collector's Office must be provided noting current property taxes.
4. The site and development plan shall be revised in accordance to the above findings, the Type "B" Checklist, and any other Department's comments.
5. The site and development plan shall be revised to reconcile the discrepancy between the labeling and graphics on Sheet 6.0 of the site and development plan regarding "arterial landscaping".
6. The site and development plan shall be revised to provide additional interior landscape islands (within the parking lot).
7. The site and development plan shall be revised to include a note that states the development is limited to 10,000 square feet of gross leasable area.
8. The site and development plan shall be revised to show the typical section of screening used for refuse collection areas.
9. The site and development plan shall be revised to include a scaled graphic illustration representing the lighting to be used on site. The graphic shall illustrate the following: pole style(s), luminaire style(s), and cut-offs, if used.

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10. The applicant shall provide documentation from the City of Tallahassee regarding the easements' acquisition.

Nawfal Ezzagaghi, Environmental Review Supervisor, stated that the Environmental Impact Analysis (EIA) had been approved with the following condition to be provided as part of the environmental permit:

1. A Leon County Public Works driveway connection permit.

He also stated that the drainage connection permit from the Florida Department of Transportation had been received as part of the EIA application.

Mr. Culpepper also noted that Talquin Electric Cooperative was sending an email regarding the utility service plan, which would address the second condition listed above.

Ms. Manning had no further comments. Mr. Park asked for clarification on a previously requested deviation from development standards. Pursuant to Court Order (Stipulated Final Judgment Case No. 92-754), the subject site property is entitled to develop in compliance with the General Commercial (C-2) district in effect prior to 1992. Therefore, the applicant is not required to meet the Bradfordville Site and Building Design Standards, and the deviation is no longer necessary.

Mr. Park made a motion to approve the Bradfordville Commercial Center Type "B" Site and Development Plan with the following conditions:

1. The site and development plan shall be revised to convert six compact spaces into regular parking spaces.
2. Tax receipts from the Tax Collector's Office must be provided noting current property taxes.
3. The site and development plan shall be revised in accordance to the above findings, the Type "B" Checklist, and any other Department's comments.
4. The site and development plan shall be revised to reconcile the discrepancy between the labeling and graphics on Sheet 6.0 of the site and development plan regarding "arterial landscaping".
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6. The site and development plan shall be revised to include a note that states the development is limited to 10,000 square feet of gross leasable area.
7. The site and development plan shall be revised to show the typical section of screening used for refuse collection areas.
8. The site and development plan shall be revised to include a scaled graphic illustration representing the lighting to be used on site. The graphic shall illustrate the following: pole style(s), luminaire style(s), and cut-offs, if used.
9. The applicant shall provide documentation from the City of Tallahassee regarding the easements' acquisition.

Ms. Manning seconded the motion, all voted in favor, and motion passed.

NEWBUSINESS: Jordan's Pass Subdivision, Type "C" Site and Development Plan:

Scott Brockmeier, Planner II, gave an overview of the proposed project. The proposal is for a 198 lot single family attached and detached residential subdivision located on the east side of Barineau Road (Minor Collector), approximately .60 miles south of US 90 West. The parcel is zoned R-3 (Single- and Two-Family Residential District) and lies in the Mixed Use-A Future Land Use category. The proposed subdivision will be public with streets and stormwater to be owned and maintained by Leon County. Electricity, water and sewer will be provided by the City of Tallahassee.

The applicant is proposing a deviation from development standards to adjust the minimum lot size and setback requirements to meet the referenced density (4.42 units per acre) and promote a more economically viable project that will add vitality to the surrounding area.

It was noted that a Type "A" buffer is required on the northern perimeter of the site where residential development is adjacent (Durrance Property), a Type "B" landscape buffer is required along the property boundary where Poplar Ridge Unrecorded is adjacent, and a Type "D" buffer is required along the property line that is adjacent to the CSX right-of-way and the portion of the east end that is adjacent to the Industrial Land Use (Mitchell Brothers). Also discussed were the requirements for the fence surrounding the pump station.

Mr. Brockmeier stated that the draft copy of the proposed covenants and restrictions has not received final approval by the County Attorney, and that the following revisions are requested:

1. The Declaration needs to be amended to include the provisions of Section 10-1560.1(d), (e), (f), (h), (i), (j), (k), (m), and (n), Leon County Code of Laws.

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2. When available, provide a copy of the articles of incorporation and bylaws, as well as the engineer's estimate of expected maintenance costs for the common areas.

Since many of the trees are slated for removal, the applicant was encouraged to incorporate roadside trees into the design of the subdivision. The applicant was also encouraged to include a 6-8 foot wide sidewalk pad area at the entrance of the subdivision as a safe place for school children to wait for buses.

Staff recommends approval with the following conditions:

1. The common area off of Kiki Court should be revised to read "pedestrian and drainage easement".
2. The pump station is indicated as having a fence. Since a Type "D" buffer is not proposed, the fence must be solid and opaque with sufficient height to obstruct the view between adjoining properties. The materials used shall be consistent with the materials that will be common to the surrounding neighborhood. Include a note on the site plan that the fence will be opaque and be sufficient in height to obstruct the view from adjacent properties.
3. The covenants and restrictions must be revised as follows:
 - a. The Declaration needs to be amended to include the provisions of Section 10-1560.1(d), (e), (f), (h), (i), (j), (k), (m), and (n), Leon County Code of Laws.
 - b. When available, provide a copy of the articles of incorporation and bylaws, as well as the engineer's estimate of expected maintenance costs for the common areas.
4. The concept utility plan must be fully approved by the City of Tallahassee Utilities Division.
5. The proposed setbacks and lot sizes are subject to approval of the deviation request by the Development Review Committee (DRC). If the proposed deviation is accepted by the DRC, the site plan must list all proposed development standards (setbacks, maximum building height and minimum lot size requirements) and a note that a deviation from development standards has been granted.

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Staff also encourages the applicant to consider the following preferred design alternatives:

1. Staff encourages that the subdivision design be enhanced to create a more intimate frontage and streetscape, facilitating public social interaction, pedestrian mobility, and enhancing the ability to observe the street (and deter crime). This enhancement can be accomplished through the use of street trees, lighting and wider sidewalks to facilitate pedestrian mobility.
2. Construction of a 6-8 feet wide sidewalk pad area at the entrance of the subdivision as a safe place for school children to wait for buses.

Jesse Maines, Environmental Review Specialist, stated that the Environmental Compliance Division recommends approval with the following conditions:

1. The applicant shall revise the intersection of the utility and sidewalk easement and the drainage easement for the structure at the entrance (Jordan's Pass Drive) on Sheet 5 of 11 so the limits are clearly defined.
2. The applicant must provide a copy of the discharge connection approval from Public Works with the submittal for Environmental Management Permit (EMP) application.
3. The applicant must provide the Florida Fish and Wildlife Conservation Commission permit for the relocation of the onsite gopher tortoises, as part of the Listed Species Protection and Management Plan to be submitted with the EMP application.
4. The applicant must provide tree survey and debit/credit information with the EMP application. Tree debits must be offset with onsite tree credits, offsite plantings, or the monetary equivalent.
5. The applicant must provide complete final stormwater calculations, to include hydraflow calculations for the site conveyance system, with the EMP application.

Mr. Maines clarified that only the first condition above would be considered a condition of DRC approval of this project, and that all other conditions would be addressed at time of EMP application.

Ms. Manning shared concern over the deviation request as presented on the current site plan. She stated that due to the compact nature of the lots, the Planning Department strongly recommends the applicant use joint drives to place parking and garages to the rear of the homes,

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rather than in front along the street, which will result in greater pedestrian safety and will avoid rows of garages and cars.

Mr. Park added the following conditions of approval:

1. Provide a note that identifies the underlying ownership of land in easement or common space outside of lots or dedicated right-of-way.
2. Provide note that the developer will be responsible for all costs associated with County installation of signs and pavement markings.
3. This is shown to be a public subdivision; however, the narrative states that it will be privately maintained. Please clarify; however, it should be approved as a public subdivision.
4. Clearly delineate, preferably with leader arrows, the limits of the SWMF.
5. Provide dimensions on the hammerhead turn around on the north end of Lacey Lane.
6. Label all easements on Sheet 5, "Site and Development Plan".
7. Sheet 6 is not consistent with Sheets 5 and 7, regarding the labeling of the access to the SWMF. The note on Sheet 7 showing that this area will be dedicated to the County should be mirrored on Sheet 6.
8. Identify the two irregularly shaped areas shown in the southeast corner of the SWMF.
9. Note: All sidewalks must be built to ADA standards.

Mr. Park made a motion to recommend approval of the deviation from development standards to adjust the minimum lot size and setback requirements to meet the referenced density. Ms. Manning asked to amend the motion to require the applicant to consider using the preferred design alternative to relocate the parking and garages to the rear of the homes. Discussion followed, including the fact that this preferred design alternative is not a Code requirement, that no alley would be created because residents would enter directly from the street, and possible changes to the amount of impervious area that may occur as a result of this preferred design alternative, Mr. Park withdrew his motion.

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Ms. Manning then made a motion to support the request for deviation from development standards subject to the applicant's consideration of redesigning the site plan to relocate the parking and garages to the rear of the homes. Mr. Ezzagaghi noted that if the redesign resulted in an increase in impervious area, the project would not need to go back through the EIA process. He stated Environmental Compliance staff would work with the applicant to make any necessary adjustments to the stormwater management facility. Ms. Manning withdrew her motion to approve the deviation from development standards and instead made a motion to continue the Jordan's Pass Type "C" Subdivision until the October 5, 2005 DRC meeting to allow the applicant time to investigate redesigning the site plan to accommodate the preferred design alternative of relocating the parking and garages to the rear of the homes. This DRC date would allow the applicant sufficient time for their project to be placed on the October 25, 2005 Board of County Commission agenda. Mr. Park seconded the motion, all voted in favor and motion passed.

Meeting adjourned at 10:40am.